

VERSION DESCRIPTION DOCUMENT FOR THE NASA PERSONNEL/PAYROLL SYSTEM

Software Release

8.5.3

PrISMS Contract

Date: 09/27/02



National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Huntsville, Alabama 35812

**VERSION DESCRIPTION DOCUMENT
FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
SOFTWARE RELEASE 8.5.3**

Prepared by

	<u>09/27/02</u>
Desiree Gaiser	Date
Technical Lead	

Reviewed by

	<u>09/27/02</u>
Billy Graham	Date
Agencywide IRM, HR	

	<u>09/27/02</u>
Jim Cofer	Date
Configuration Management	

	<u>09/27/02</u>
Hector Garcia	Date
Agencywide IRM	

	<u>09/27/02</u>
Richard Bishop	Date
DBA	

Prepared by

Computer Sciences Corporation, Contract NAS8-60000

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, ALABAMA

September 27, 2002

**VERSION DESCRIPTION DOCUMENT
FOR THE
NASA PERSONNEL/PAYROLL SYSTEM
SOFTWARE RELEASE 8.5.3**

Approved by

09/27/02

Sheila Fogle

Date

Consolidation Center Project Manager

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
GEORGE C. MARSHALL SPACE FLIGHT CENTER
HUNTSVILLE, AL

September 27, 2002

TABLE OF CONTENTS

Section	Page
1. INTRODUCTION.....	1 - 1
1.1 IDENTIFICATION OF THE RELEASE.....	1 - 1
1.2 PURPOSE OF THE RELEASE.....	1 - 1
1.3 SCOPE OF THE RELEASE.....	1 - 1
1.4 CONTACT POINTS	1 - 2
2. FUNCTIONAL INFORMATION	2 - 1
2.1 FUNCTIONAL CHANGES	2 - 1
2.2 FUNCTIONAL INTERFACES	2 - 1
2.3 CRITICAL ISSUES	2 - 1
2.4 AFFECTED DOCUMENTS.....	2 - 1
2.5 APPLICATION SYSTEM ADMINISTRATION.....	2 - 1
3. TECHNICAL INFORMATION.....	3 - 1
3.1 TECHNICAL SYSTEM INTERFACES	3 - 1
3.2 DATA DICTIONARY CHANGES.....	3 - 1
3.3 SOFTWARE OBJECT CHANGES.....	3 - 1
3.4 DATABASE ADMINISTRATION	3 - 1
3.4.1 RELEASE DATASET NAMES.....	3 - 1
3.4.2 INVENTORY OF OBJECTS.....	3 - 1
3.4.3 STORAGE CONSIDERATIONS.....	3 - 1
3.4.4 INSTALLATION PROCEDURES.....	3 - 1
3.5 OPERATIONAL PREPARATION.....	3 - 2

APPENDICES

Appendix		Page
A	ABBREVIATIONS AND ACRONYMS	A - 1
B	GLOSSARY	B - 1
C	FUNCTIONAL CHANGE VALIDATION PROCEDURES.....	C - 1
D	INSTALLATION INSTRUCTIONS	D - 1

1. INTRODUCTION

This Version Description Document (VDD) identifies the exact version of the National Aeronautics and Space Administration (NASA) Personnel/Payroll System (NPPS) software released for installation/implementation.

1.1 IDENTIFICATION OF THE RELEASE

System Name – NPPS

Release Number – Software Release **8.5.3**

The release datasets will be made available to the support Database Administrator (DBA) for installation, at which time all centers will be notified that it has been installed in the appropriate test database.

1.2 PURPOSE OF THE RELEASE

The purpose of this release is to implement the NPPS software allocated for this release in a test environment. The detailed description of the release is specified in Appendix C, Functional Change Validation Procedures.

1.3 SCOPE OF THE RELEASE

The VDD provides the functional and technical user of NPPS with the following information regarding changes to the contents and status of the application, NPPS Release **8.5.3**, including the following:

- Changes implemented since the last release
- References to other documents affected by this release
- Changes to application files and data formats
- Detailed software installation procedures
- Validation procedures to ensure the reliability of the software changes.

1.4 CONTACT POINTS

Sustaining Engineering Support for Agencywide Administrative Systems (SESAAS) provides sustaining engineering for NPPS through the NASA Automated Data Processing (ADP) Consolidation Center (NACC) Technical Services Center located at Marshall Space Flight Center (MSFC). Questions regarding the function and/or the technical aspects as well as the installation of this release should be directed to:

The NACC Technical Services Center (use the following Key Words: SESAAS & NPPS)

Telephone: (256) 544-5516

E-Mail: billy.graham@msfc.nasa.gov

FAX: (256) 544-1836

2. FUNCTIONAL INFORMATION

This section includes details regarding functional changes, functional interfaces, critical issues, affected documents, and application system administration.

2.1 FUNCTIONAL CHANGES

Please refer to Appendix C, Functional Change Validation Procedures, for a description of all functional changes related to this release. Appendix D, Installation Instructions, describes all Predict changes related to this release.

2.2 FUNCTIONAL INTERFACES

Not applicable

2.3 CRITICAL ISSUES

Not applicable

2.4 AFFECTED DOCUMENTS

NPPS System/Software Requirements Specification (SRS) and NPPS-UOG-10, NPPS User and Operations Guide (UOG) changes will be made in conjunction with NPPS Software Release 8.6.

2.5 APPLICATION SYSTEM ADMINISTRATION

Not applicable

3. TECHNICAL INFORMATION

This section includes details regarding technical system interfaces, data dictionary changes, software object changes, and database administration.

3.1 TECHNICAL SYSTEM INTERFACES

Not applicable

3.2 DATA DICTIONARY CHANGES

The data dictionary changes are detailed in Appendix D, Installation Instructions.

3.3 SOFTWARE OBJECT CHANGES

Modified programs are specified in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4 DATABASE ADMINISTRATION

The specific database administration activities for NPPS 8.5.3 are detailed in Appendix D, Installation Instructions.

3.4.1 Release Dataset Names

The datasets for Software Release 8.5.3 are included in the Introduction of Appendix D, Installation Instructions.

3.4.2 Inventory of Objects

An inventory of objects is described in Paragraph 3.2 of Appendix D, Installation Instructions.

3.4.3 Storage Considerations

Not applicable

3.4.4 Installation Procedures

Refer to Appendix D, Installation Instructions, for detailed installation procedures.

3.5 OPERATIONAL PREPARATION

Refer to the procedures described in Section 3.4.4 for assistance in preparing for proper installation and operational use of the release.

APPENDIX A

ABBREVIATIONS AND ACRONYMS

ABBREVIATIONS AND ACRONYMS

ADP	Automated Data Processing
CPO	Consolidated Payroll Office
DBA	Database Administrator
DDM	Data Definition Module
DR	Discrepancy Report
EE	Employee Express
EEICD	Employee Express Interface Change Document
HR	Human Resources
ICD	Interface Change Document
IRM	Information Resources Management
JCL	Job Control Language
L&E	Leave and Earnings Statement
MSFC	Marshall Space Flight Center
NACC	NASA ADP Consolidation Center
NASA	National Aeronautics and Space Administration
NPPS	NASA Personnel/Payroll System
RC	Requirements Change
SESAAS	Sustaining Engineering Support for Agencywide Administrative Systems
VDD	Version Description Document

APPENDIX B

GLOSSARY

GLOSSARY

Consolidation Center

Responsibility for processing and balancing payroll for all centers in the consolidated database.

Database Administration

Responsibility for maintaining the physical database environment.

Implementation

The process by which a NASA site installs a software release and places it into operational use.

Operational Preparation

Preparation by a NASA site for installation and use of an application release.

System Administration

Responsibility for administrative functions such as application security and table data maintenance associated with an application.

APPENDIX C
FUNCTIONAL CHANGE VALIDATION
PROCEDURES

**VALIDATION PROCEDURES
SOFTWARE RELEASE 8.5.3
PERSONNEL & PAYROLL**

1. **20020076**

- A. **Purpose:** Modify processing for I Series Bonds such that the Bonds are considered “purchased” when the Bond Balance is equal to or greater than 50% of its Purchase Price.
- B. **Test Procedure 1:**
 - 1) Set up an I Series Bond with a Denomination amount of \$200 and a Required Deduction of \$99.99.
 - 2) Give the test employee a good time card through TAEDIT.
 - 3) Return to the BOND screen.
- C. **Validation 1:** Verify the Bond screen reflects a Balance of \$99.99, Bond Date is equal to zeroes, and that Bond To Be Purchased indicator is blank.
- D. **Test Procedure 2:** Change the Required Deduction amount to \$100.
- E. **Validation 2:** Verify the Bond screen reflects a Balance of \$100.00, Bond Date is equal to Month and Year (MMYY) from Pay Period End Date in CTLPAY, and that Bond To Be Purchased indicator is blank.
- F. **Test Procedure 3:** Change the Required Deduction amount to \$200.
- G. **Validation 3:** Verify the Bond screen reflects a Balance of \$200.00, Bond Date is equal to Month and Year (MMYY) from Pay Period End Date in CTLPAY, and that Bond To Be Purchased indicator is “Yes.”
- H. **Test Procedure 4:** Change the Required Deduction amount to \$50.
- I. **Validation 4:** Verify the Bond screen reflects a Balance of \$50.00, Bond Date is equal to zeroes, and that Bond To Be Purchased indicator is blank.

2. **200020079**

- A. **Purpose:** Modify EE processing to remove code changes inadvertently left in Release 8.5.
- B. **Test Procedure:**
 - 1) Schedule / run Employee Express Transactions (CAEE002) through BJS.
 - 2) Schedule / run System Interface Errors (NE00366) through BJS.
 - 3) Mature the suspended Personnel and/or Payroll transactions.
 - 4) Schedule / run Create EE Master file (CAEE001) through BJS.

C. **Validation:**

- 1) Verify the batch jobs execute to completion.
- 2) Verify the suspended transactions mature as expected.
- 3) Verify the output EE Master file (format and content) meets requirements specified in the Employee Express Interface Control Document (EEICD).

3. **200020080**

A. **Purpose:** Modify the AdminSTAR Learner file to remove a space between Center ID and Org/Location in JSC data.

B. **Test Procedure:**

- 1) Suspend and mature NOAC 317 (Resignation) for a selected test employee.
- 2) Schedule / run AdminSTAR Refresh (CA00027) through BJS.

C. **Validation:** Verify the output “learner” file for JSC has no space between Center ID and Org/Location.

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 8.5.3
SEPTEMBER 2002**

The purpose of this release is to implement the changes allocated to software release 8.5.3 described below.

SOFTWARE RELEASE 8.5.3

RC 1620s IMPLEMENTED

CCR	Description
20020076	I BOND Bond Date

***** RECORD COUNT = 01

DR 1620s IMPLEMENTED

CCR	Description
20020079	Outgoing Employee Express
20020080	AdminSTAR

***** RECORD COUNT = 02

APPENDIX D

INSTALLATION INSTRUCTIONS

**NASA PERSONNEL PAYROLL SYSTEM
RELEASE DESCRIPTION
SOFTWARE RELEASE 8.5.3
September 2002**

Introduction

Release Date – September 27, 2002

Release Inventory:

Dataset Names:

The following dataset is located on the transient storage DASD volumes under the following dataset name:

- MSMOV.NPPS.PROD.R853.R0902.SRC

Physical media:
VDD

In case of installation problems contact the NACC Technical Services Center (Use following Key Words: SESAAS & NPPS):

Telephone: (256) 544-5516
E-Mail: billy.graham@msfc.nasa.gov
Fax: (256) 544-1836

Installation Sequence

The sequence in which the installation of this release should occur is provided in the following list. Applicable sections are listed in the Installation Checklist.

- 1.0 Backup Existing Data
- 2.0 Copy Source/Object Code
- 3.0 Pre-Predict Data Conversion
- 4.0 Install Predict
- 5.0 Install Data Glossary
- 6.0 Catalog Source Code
- 7.0 Post-Predict Data Conversion
- 8.0 JCL/BJS/Xerox Modifications
- 9.0 Special Instructions
- 10.0 Installation Checklist

1.0 BACKUP EXISTING DATA

It is advisable to back up all NPPS files as a precautionary measure prior to installation of software release.

2.0 COPY SOURCE

2.1 Copy Source Modules

When installing software release 8.5.3, load the NPPS new and modified programs from dataset MSMOV.NPPS.PROD.R853.R0902.SRC using the Natural utility NATLOAD. The source programs were unloaded using the Natural utility NATUNLD. The programs will be loaded to the application library NPPS, replacing any existing programs of the same name. The source module counts included in this release are listed below:

Natural Source Modules by Type

Global Data Areas	0
Copycode	0
Maps	0
Help routines	0
Subroutines	0
Subprograms	0
Local/Param Data Areas	0
Programs	6
Text	0
Process	0
Miscellaneous Objects	0
=====	
Total Programming Objects	6
Total Views Unloaded	0
Total Objects Read	6
Total Object Unloaded	6

2.2 List of Source Code Modifications

MODULE	Description
EEB002	Employee Express
NAB403	SF 2812 Withholding (ER)
NAO3150E	Payroll Bond Calculations
NEBAS01A	AdminSTAR Learner File
NEBAS08	AdminSTAR
NEO3185	History Audit Update (ER)

RELEASE PROGRAMS (NEW) ==> 06

2.3 List of Source Code Additions

Not applicable

2.4 List of Source Code Deletions

Not applicable

3.0 PRE-PREDICT DATA CONVERSION

Not applicable

4.0 INSTALL PREDICT

Not applicable

5.0 INSTALL DATA GLOSSARY

Not applicable

6.0 CATALOG SOURCE CODE

When installing software release 8.5.3, run a batch job to catalog (CATALL) all modules in the NPPS or other named library. It is not necessary to catalog the Global Data Area. The Batch standard parameters should be used for the compile.

After objects are compiled, the NPPS application will run under the On-line standard parameters.

7.0 POST-PREDICT DATA CONVERSION

Not applicable

8.0 JCL/BJX/Xerox MODIFICATIONS

Not applicable

9.0 SPECIAL INSTRUCTIONS

9.1 Update NPPS Release Number

The following process will update the NPPS software numbers:

1. Execute program TOOLVRSN from the Natural Command line.
2. When installing software release 8.5.3, enter "8.5.3" for software version number.
3. Press ENTER; a confirmation message displays.
4. Press PF3 to exit the program.

10.0 INSTALLATION CHECKLIST

- 1.0 Back Up Existing Data
- 2.0 Copy Source
- 6.0 Catalog Source Code
- 8.0 JCL/BJIS/Xerox Modifications
- 9.0 Special Instructions